

(6) Budget and Budget Justification: (a); i., ii. How funds support services, training and placement of TechSmart participants

Federal Line-Item Category		Amount	ii. How funds will be used to support services, training and job placement of program participants
Personnel	\$456,920		Funding will be used to fund a project: Director (\$70K/yr @ 1FTE); a Fiscal Manager (\$70K/yr @ .25FTE); a Admin Assistant (\$36K/yr @ .1 FTE); and a Data Analyst (\$50K/yr .46FTE)
Fringe	\$146,214		Montana Department of Labor and Industry uses 32% of salaries as a base of fringe estimation, taking into account FICA (8.2%), Retirements (9.4%), Health (13.6%), Workers Compensation (.59%), Medicare, and UI (.22%) related costs.
Travel	\$27,500		Travel policy will follow the Montana Code Annotated, Administrative Rules of Montana and the Montana Operations Manual with mileage reimbursement rate. Travel includes: 6 out-of-state trips (\$1,250/each) in addition to roughly 3,000 miles of travel and in-state travel needed due to the vast distances between cities in MT.
Supplies	\$22,000		Includes basic office supplies including laptop computers for 4 grant-funded positions @ \$5,500/yr. - \$22,000 total.

Contractual	\$3,223,077	<p>Registered Apprenticeship – TOTAL \$229,000: Montana’s Registered Apprenticeship office will conduct the work necessary to establish new apprenticeships in the target IT occupations – the contract is based on a .25FTE @ \$40,000 for four years – Total \$40,000 + fringe costs @ 32% - Total \$12,800; Project marketing/outreach to include website hosting and digital marketing campaigns @ \$25,000 for four years – Total \$100,000; Salesforce including a shared database that will alleviate duplicative outreach to employer partners @ \$800 per year – Total \$3,200; Professional development for navigators (training/on-boarding) – Total \$3,000; Support development of tech apprenticeship @ \$5,000/track X 3 tracks – total \$15,000; Apprenticeship accreditation and substantive change fees (through Northwest Commission Colleges and Universities) for 4 new competency-based programs – Total \$10,000; and Off-set the costs of the supervisory component of apprenticeships and other on-the-job training - Total \$45,000.</p> <p>Eastern Hub Subgrantee – TOTAL \$1,000,000: <u>Personnel:</u> Navigator (1 FTE @ \$41.7K/yr. - \$166,800 total); <u>Fringe:</u> in accordance with policies established by BillingsWorks/Big Sky Economic Development and will include FICA, Medicare, FUTA, SUTA, Workers Compensation, UCC, retirement, sick and annul leave assessment and employee insurance as applicable to the position and/or employee classification. This rate is calculated at 32% of salary – Total \$53,376; <u>Travel:</u> at \$8,328 will include Regional trips to Helena, Montana for consortium meetings and other travel as required by the Montana Department of Labor and Industry. Regional travel (3 days/trip) is estimated to be roundtrip from Billings to Helena, Montana: mileage (.54 per miles 500miles roundtrip) \$270 +hotel\$90 +per diem meals per day \$46 = total of \$408 per trip. Year 1: 3 trips= \$1,224; Year 2, 3 & 4: 2 trips= \$816. Total regional travel costs of \$3,672. Balance of travel budget will be allocated for local travel. Local travel will be for recruiting to education partners (high schools, Adult Education, etc) also for outreach visits to program participants at grant partner locations, employer work sites and education/training locations. : Year 1 and 2 – local mileage (.54 per mile x 2500 miles) \$1,350, per diem meals (15meals x\$8) \$120= \$1470 per year – Total 2,940. Year 3: local mileage (.54 x 2,000 miles) \$1,080 and per diem meals (9 meals x\$8) \$64 = for a total of \$1,144; Year 4: local mileage (.54 x 1,000 miles) \$540 and per diem meals (4meals x \$8) \$32= for a total of \$572. Total local travel costs \$4,656. <u>Supplies:</u> basic office and instructional supplies @ \$14,000; <u>Statewide OJT Reimbursement funds:</u> \$733.5K statewide funding available to sub-grantees as estimated in their project proposals to reimburse employers to offset 50% of the wages paid to participants during training activities, estimated \$251,619. <u>Develop and Deliver Training:</u> Billings School District 2 –Adult Basic Education and City College MSU Billings will have a budget of \$62,500 and \$113,000 respectively to develop and deliver training activities. These funds will be</p>
-------------	-------------	--

	<p>used to compensate faculty for curriculum development and delivery, provide for small equipment, and instructional materials for students, travel to regional meetings, and other associated costs – Total \$175,500; <u>Other</u>: The “other” budget will be allocated to grant participants to offset the cost of education and training. This will be in the form of participant scholarships (Varies, depending on program and other financial aid), tuition assistance, and general support. This support can include items such as classroom supplies, day care costs, travel expenses and other – Total \$277,000; Rental of Space at \$5,000 per year to allow training activities to be held at other sites that charge rent – Total \$20,000; Outreach costs will be used to promote the programs, work with employers to encourage participation, and hold information sessions as needed during the grant period – Total \$11,360; <u>Indirect Costs</u>: Indirect costs are limited to grant requirements of 10% of direct costs less contractual. These expenses will cover expenses for accounting, legal, administrative, office space, furniture, rent, telephone, internet, and utilities to house the Workforce Navigator and the TechSmart program – Total \$22,017.</p> <p>Central Hub Subgrantee – TOTAL \$994,077. <u>Personnel</u>: Grant Manager (.5 FTE (would drop to .25FTE in final year) @ \$52K/yr. - \$91,000 total), Faculty (.5FTE @ \$51,000/yr. – \$102,000 total, Workforce Navigator (1 FTE @ \$46,500 – \$186,000); <u>Fringe</u>: : Fringe for this project will vary depending on the position and the location of the position. For Gallatin College the fringe rate is established at 37% for professional and faculty positions. GC fringe includes FICA, Retirements, Health, WC, Medicare, and UI. HRDC fringe rate is established at 25%, fringe includes FICA, Retirements, Health, WC, Medicare and UI. Career Transitions rate is 27% and includes FICA, Retirement (3%). Total fringe request is \$126,132.; <u>Travel</u>: The navigator will have a lot of in town travel supporting TechSmart participants. The TechSmart navigator will be out in the community supporting students by accessing support services, visiting with employers, and the training providers. Additional travel may be required to meet with other TechSmart staff around the state to share best practices. For these activities the travel budget will be \$100 per month, for a total of \$4,800.; <u>Supplies</u>: These are supplies the instructor or students need to accommodate their learning including access to e-books, and printed materials for short-term coursework. The total amount needed is \$20,000; <u>Equipment</u>: Gallatin College will purchase a SMART™ Podium to aid in their apprenticeship track pathway program @ \$16,000; <u>Contractual</u>: <u>Statewide OJT Reimbursement funds</u>: \$733.5K statewide funding available to sub-grantees as estimated in their project proposals to reimburse employers to offset 50% of the wages paid to participants during training activities, estimated \$202,353. The TechSmart project will be located at Gallatin College East an off-site facility that currently holds CNC Machine and the AA/AS programs. Gallatin College will lease additional space at the Gallatin</p>
--	--

	<p>College East location to run the two new IT programs, provide faculty space and Career Advisor office share. The total cost is \$43,685 a year for the shop and labs, Tech Hire will occupy half of this space and pay for \$21,842 a year for the computer lab. The office space for faculty and Career Advisor office share will occupy 18-19% of the office space. The total annual cost of the office space is \$29,751 annually, 18-19% of the annual office space cost for Tech Hire will be \$5,406. All these cost include triple net expenses. This is a total space cost of \$27,248 annually or \$108,992 for the four year project. These spaces will be available to Career Transitions and HRDC to teach life and employability skills, TechSmart meetings will occur in this space, including industry meetings. TechSmart students can use the space when needed. This space will be available to any TechSmart partners when its available. Gallatin College will contract with Prospera Business Network to organize the IT industry, recruit business partners, organize events, document workforce needs, record curriculum feedback, and assess apprenticeship and internship availability. The total contract amount for the life of the grant will be \$57,500; <u>Other</u>: The TechSmart participants and students being served by this program have many barriers to employment; those include homelessness, child care and food insecurity, and medical issues just to name a few. This project has built in \$500 per student to be available to assist with some of the barriers to receiving training and maintaining employment. This is an average per student amount, some may require more others none. All other resources will be utilized prior to using this support service funding, estimated at \$60,000; <u>Indirect Costs</u>: \$19,300 - Indirect costs are limited to grant requirements of 10% of direct costs less contractual. These expenses will cover expenses for accounting, legal, administrative, office space, furniture, rent, telephone, internet, and utilities to house the navigator and the TechSmart program.</p> <p>Western Hub Subgrantee – TOTAL \$1,000,000. <u>Personnel</u>: Workforce Navigator (1 FTE @ \$61,200 – \$244,800); <u>Fringe</u>:</p> <table><tr><th></th><th>Year 3</th><th>Year 4</th><th>Total</th><th>Year 1</th><th>Year 2</th></tr><tr><td>Fringe Benefits</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>210-FICA</td><td>\$ 4,764.00</td><td>\$ 4,935.00</td><td>\$ 5,104.00</td><td>\$ 5,275.00</td><td>\$ 20,078.00</td></tr><tr><td>220-MTRS</td><td>\$ 5,337.00</td><td>\$ 5,528.00</td><td>\$ 5,718.00</td><td>\$ 5,909.00</td><td>\$ 22,492.00</td></tr><tr><td>240-U nemployment</td><td>\$ 131.00</td><td>\$ 136.00</td><td>\$ 140.00</td><td>\$ 145.00</td><td>\$ 552.00</td></tr><tr><td>250-Worker's Comp</td><td>\$ 345.00</td><td>\$ 357.00</td><td>\$ 370.00</td><td>\$ 382.00</td><td>\$ 1,454.00</td></tr><tr><td>260-Insurance</td><td>\$ 8,076.00</td><td>\$ 8,237.00</td><td>\$ 8,402.00</td><td>\$ 8,570.00</td><td>\$ 33,285.00</td></tr></table> <p>Total fringe request is \$77,861.; <u>Travel</u>: Estimated \$8,640 - Personal car usage to visit employers, mentoring in the workplace, required meetings, meet with participants and training providers, lodging, and per diem.; <u>Supplies</u>: basic office, laptop for the navigator and instructional supplies @ \$6,800; <u>Other</u>: \$150 has been included to advertise the navigator position, \$1,997 has been included for outreach to employers and participants, \$329,876 has been included for tuition assistance to help</p>								Year 3	Year 4	Total	Year 1	Year 2	Fringe Benefits						210-FICA	\$ 4,764.00	\$ 4,935.00	\$ 5,104.00	\$ 5,275.00	\$ 20,078.00	220-MTRS	\$ 5,337.00	\$ 5,528.00	\$ 5,718.00	\$ 5,909.00	\$ 22,492.00	240-U nemployment	\$ 131.00	\$ 136.00	\$ 140.00	\$ 145.00	\$ 552.00	250-Worker's Comp	\$ 345.00	\$ 357.00	\$ 370.00	\$ 382.00	\$ 1,454.00	260-Insurance	\$ 8,076.00	\$ 8,237.00	\$ 8,402.00	\$ 8,570.00	\$ 33,285.00
	Year 3	Year 4	Total	Year 1	Year 2																																												
Fringe Benefits																																																	
210-FICA	\$ 4,764.00	\$ 4,935.00	\$ 5,104.00	\$ 5,275.00	\$ 20,078.00																																												
220-MTRS	\$ 5,337.00	\$ 5,528.00	\$ 5,718.00	\$ 5,909.00	\$ 22,492.00																																												
240-U nemployment	\$ 131.00	\$ 136.00	\$ 140.00	\$ 145.00	\$ 552.00																																												
250-Worker's Comp	\$ 345.00	\$ 357.00	\$ 370.00	\$ 382.00	\$ 1,454.00																																												
260-Insurance	\$ 8,076.00	\$ 8,237.00	\$ 8,402.00	\$ 8,570.00	\$ 33,285.00																																												

		low-income students afford accelerated training in particular which lacks the benefit of other financial supports, \$65,976 has been included to help provide support services that cannot be leveraged from support partners involved in the project, and \$263,900 has been included to pay participant wages for on-the-job training. Contractual: <u>Statewide OJT Reimbursement funds</u> : \$733.5K statewide funding available to sub-grantees as estimated in their project proposals to reimburse employers to offset 50% of the wages paid to participants during training.
Other	\$77,712	Other includes rent of \$12,000 ; phone @ \$4,800 ; TSD costs, including participant database, cloud based storage and technical services @ \$29,952 for the project period; maintenance at \$960 ; and \$30,000 for costs associated with holding the TechSmart High-Tech Summit, a project launch event with industry partners to help build awareness with existing partnership and generate new partnerships.
Indirect Costs	\$46,260	The Montana Department of Labor has an indirect cost rate of 7.67% on salaries and fringe.
Total TechSmart Budget		\$3,999,683

(b) Leveraged Resources

i. Leveraged Funds [X] Percent of Funding Request Collectively this project has leveraged

\$1,135,026 in committed contributions, representing **28.4%** of the requested amount.

ii. Types, strength of commitment, breadth and depth – what they support As specifically outlined in the attached letter of commitment, specific commitments from each contributing entity have been identified. Support organizations are providing classroom and office space, curriculum development, job coaching, support services (e.g. child care, transportation assistance) subsidies, financial and housing counseling, disability assistance and WIOA-program training dollars. Employers are providing a spectrum of services including commitment to contribute to curriculum design work and identification of industry-recognized programs, service on advisory boards, and hosting paid internships, on-the-job training and apprenticeships. Businesses have also committed to participate in a High-tech Summit that will leverage significant commitments from private-sectors entities that are not yet engaged or aware of the proposed project. Montana High Tech Alliance, and others, have agreed to help further engage their 250+ member organizations.